

**COUNTY OF RACINE
FINANCE & HUMAN RESOURCES COMMITTEE**

Supervisor Robert N. Miller, Chairman
Supervisor Brett Nielsen, Vice Chairman
Supervisor Q.A. Shakoor, II, Secretary
Supervisor Janet Bernberg
Supervisor Edward M. Dawson

Supervisor Thomas H. Pringle
Supervisor John A. Wisch
Ryan Anderson, Youth in Governance Representative
Ruby Ward, Youth in Governance Representative

*** THIS LOCATION IS HANDICAP ACCESSIBLE. If you have other special needs, please contact the Racine County Board Office, 730 Wisconsin Avenue, Racine, Wisconsin 53403 (262) 636-3571, fax (262) 636-3491 or the TTD/RELAY 1-800-947-3529. ***

NOTICE OF MEETING OF THE

FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **Wednesday August 22, 2018**

TIME: **5:00 P.M.**

PLACE: **IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177**

AGENDA –

1. Convene Meeting
2. Chairman Comments – Youth In Governance/Comments
3. Public Comments
4. Approval of Minutes from the August 8, 2018 committee meeting.
5. Racine County Economic Development Corporation – Carolyn Engel – 2nd Quarter 2018 Matching Grant Program status report -No Action of the Committee.
6. Closed Session – 5:05 P.M. (Approximately 20 Minutes) - IT IS ANTICIPATED THAT THE FINANCE AND HUMAN RESOURCES COMMITTEE WILL MEET IN A CLOSED SESSION PURSUANT TO SECTION 19.85(1)(c) OF THE WISCONSIN STATE STATUTES TO DISCUSS LEGAL COUNSEL THE FOLLOWING CLAIM AGAINST RACINE COUNTY: 1) SHARRON IVY 2) JANE REINKE 3) BARBARA NELSON AND 4) KATELYN CHRISTENSEN.

THE COMMITTEE RESERVES THE RIGHT TO RECONVENE IN REGULAR SESSION TO TAKE POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

7. Regular Session – 5:25 p.m. (Approximate)

8. Fiscal Notes for 2nd Reading:
- a. Resolution 2018-44 – Government Services Committee authorizing the acceptance of a National Highway Traffic Safety Administration (NHTSA) Grant in the amount of \$4,000 from the Wisconsin Department of Transportation Bureau of Transportation Safety (BOTS) for the purchase of safety equipment
 - b. Resolution 2018-50 – Public Works, Parks & Facilities Committee to authorize a 2018 Emergency County Bridge Aid Project and appropriate funding from the Racine County Bridge Aid Account
 - c. Resolution 2018-51 – Public Works, Parks and Facilities Committee authorizing application and approval of a State/Municipal agreement (SMA) between Racine County and the Wisconsin Department of Transportation to accept financial assistance through the Highway Safety Improvement Program (HSIP) for the safety improvement of County Trunk Highway (CTH) D, from Walworth County Line to State Trunk Highway (STH) 20, in the Village of Rochester

9. Communication & Report Referrals from County Board Meeting:

a. Bankruptcy items :

Type of Action:	Person/Persons
Notice of Chapter 13	Antoinette K Chandler; Willie B & Barbara Ann Whiteside;
No Proof of Claim Deadline	Cameron Ardell McGee; Jermesha Artreece Janay Tye; Wayne Joseph & Lakeha Nicole Bartholomew;
Notice & Motion to Dismiss – Unconfirmed Plan	Erick Adam & Stacy Marie Ortiz; Robert William Steele;
Notice & Motion to Dismiss – Confirmed Plan	Curt A. Smith; Jeffery Thomas Jr;
Order Dismissing Case	Cynthia A. Jones; Sheryl Mendicino;
Order of Discharge	Jeremy D & Cassandra Hall; Douglas & Kimberly S. Windle; James Michael & Alexis Ann Komula – Lucas; Alan George & Joan Elinore Casbarian; Marco A. Morrone; Sandra Luanne Cook;

b. Foreclosure items:

Attorney	Lending Company	Person/Persons	Amt. owed Racine CO
William N. Foshag	Pingora Loan Servicing LLC	Martin Estrada & Irma Romero	\$2,567.81

- c. Barbara Nelson on behalf of herself has filed a claim against Racine County for property damage of her vehicle due to wet paint.
- d. Jane Reinke on behalf of herself has filed a claim against Racine County For property damage of her vehicle in the amount of \$150.00 due to wet paint.
- e. Katelyn Christensen on behalf of herself has filed a claim against Racine County for property damage due to wet paint.
- f. Sharron Ivy on behalf of herself has filed a claim against Racine County for property damage of her vehicle in the amount of \$1523.87 due to a pot hole.

10. Staff Report – No Action Items.

- a) Next Finance & Human Resources Committee meeting will be on September 5, 2018.

11. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 8/22/2018

Signature of Committee Chairperson /Designee: _____

Description: Approval of the minutes from the August 8, 2018 Meeting

Motion: _____

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING

August 8, 2018

IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Miller, Supervisors Bernberg, Nielsen, Pringle, Shakoor II and Youth Representative Faust, Supervisor Trottier, Chief of Staff MT Boyle, Finance Director Alexandra Tillmann, Finance & Budget Manager Kris Tapp, Lieutenant Klatt, and Register of Deeds Tyson Fettes.

Excused: Supervisors Dawson and Wisch and Youth Representative Rosli.

Agenda Item #1 – Convene Meeting.

Meeting Called to Order at 5:00pm by Chairman Miller.

Agenda Item #2 – Youth in Governance/Comments.

Youth in Governance statement was read by Youth Representative Faust.

Agenda Item #3 – Public Comments.

None.

Agenda Item #4 – Approval of Minutes from the July 10, 2018 committee meeting.

Action: Approve the minutes from the July 10, 2018 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #5 – Transfers:

a) Land Information – Julie Anderson – Acceptance of a 2018 Wisconsin Land Information Program Strategic Initiative Grant of \$50,000 for the grant period January 1, 2018 through March 31, 2019 and transfer of \$50,000 within the Land Information Grants 2018 Budget – 2018 – Resolution – 1st Reading at the August 13, 2018 County Board Meeting.

Action: Accept the 2018 Wisconsin Land Information Program Strategic Initiative Grant of \$50,000 for the grant period January 1, 2018 through March 31, 2019 and transfer of \$50,000 within the Land Information Grants 2018 Budget – 2018 – Resolution – 1st Reading at the August 13, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

b) Sheriff's Office – Sheriff Christopher Schmaling – Acceptance of a State of Wisconsin Department of Transportation – Transportation Management Plan I-94 N-S Corridor Construction Grant of \$127,500 and transfer of funds within the 2018 Sheriff's Grant Budget – 2018 – Resolution – 1st Reading at the August 13, 2018 County Board Meeting.

Action: Accept the State of Wisconsin Department of Transportation – Transportation Management Plan I-94 N-S Corridor Construction Grant of \$127,500 and transfer of funds within the 2018 Sheriff's Grant Budget – 2018 – Resolution – 1st and 2nd Readings at the August 13, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

c) Sheriff's Office – Sheriff Christopher Schmaling – Acceptance of a State of Wisconsin Department of Transportation – Transportation Management Plan Development Road Construction Grant of \$70,000 and transfer of funds within the 2018 Sheriff's Grant Budget – 2018 – Resolution – 1st Reading at the August 13, 2018 County Board Meeting.

Action: Accept the State of Wisconsin Department of Transportation – Transportation Management Plan Development Road Construction Grant of \$70,000 and transfer of funds within the 2018 Sheriff's Grant Budget – 2018 – Resolution – 1st and 2nd Readings at the August 13, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Agenda Item #6 – Communication & Report Referrals from County Board Meeting:

Action: Receive and file items a - e. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #7 – Staff Report – No Action Items.

- a) Next Finance & Human Resources Committee meeting will be on August 22, 2018. The 2017 Comprehensive Annual Financial Report (CAFR) will be handed out to be reviewed at a September meeting.
- b) October Finance & Human Resources Committee – Budget Meetings with Departments – Each department will be given 3 minutes for an opening statement except the following: Sheriff's Office, Development Services and Public Works and Human Services Department they will have 10 minutes.

Agenda Item #8 – Adjournment.

Action: Adjourn meeting at 5:22pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen Youth Representative Vote: All Aye No Nays. Vote: All Ayes No Nays.

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 8/22/2018

Signature of Committee Chairperson
/Designee: _____

Description: Receive and file the 2nd Quarter 2018 Matching Grant Program status report

Motion: _____

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

MEMORANDUM

TO: RACINE COUNTY BOARD
FINANCE AND HUMAN RESOURCE COMMITTEE

FROM: CAROLYN ENGEL, BUSINESS FINANCE MANAGER

DATE: JULY 20, 2018

SUBJECT: STATUS OF THE RACINE COUNTY MATCHING GRANT PROGRAM
FOR THE PERIOD ENDING JUNE 30, 2018

The purpose of this memorandum is to provide Racine County ("County") with a quarterly update, for the Racine County Matching Grant Program ("MGP") that is administered on behalf of the County by Racine County Economic Development Corporation ("RCEDC").

I. Overview of the Program

Historically, two grant programs were established for Racine County businesses (for manufacturing and minority owned businesses) in 2004 and 2006, respectively.

The goal of the Manufacturing Renewal Grant (MRG) program: "to address the economic downturn of manufacturers and the related job losses in Racine County. The program could underwrite training and consulting services designed to support manufacturers thus helping them stay in business and continue to retain or provide jobs for Racine County residents."

The goal of the Minority Matching Grant (MMG) program: to provide a means for the small and medium sized businesses to "obtain professional services necessary to establish a strong foundation for continued business growth...stay in business and provide jobs for Racine County residents."

In 2016 County Board members provided RCEDC with guidance on how to streamline the grant program, incorporate job creation criteria and the improve the approval process. At that time, the Grant programs were combined into one. In 2018, the Board approved the following changes to the grant program:

- 1) Increase annual grant amounts from \$2,500 to \$5,000 per applicant;
- 2) Addition of veteran owned businesses as eligible applicants; and
- 3) Reduction of time required for the business to have been established and generate sales, reduced from two years to one year.

II. Eligibility Requirements

The goal of the MGP is to provide a means for the existing small and medium sized Racine County companies to obtain professional services necessary for a strong foundation for continued business growth and provide jobs for Racine County residents. The MGP is a reimbursement based matching grant program up to \$5,000 per business per year to support training costs and marketing consultants. Companies are eligible for MGP funds based on meeting the following criteria:

- Located in Racine County;
- For profit entity;
- Been in operation for more than one continuous year (from the date of the first sale);
- Less than 200 employees at the Racine County location;
- Less than \$25 million in gross annual US sales;
- Manufacturer with NAICS code of 31, 32, or 33; or 51% owned by ethnic/racial minority; or 51% owned by a women; 51% owned by a Veteran; or a manufacturing company that was recruited by RCEDC who has begun its Racine County operations with a sales office or distribution facility with the intent to establish a manufacturing operation in Racine County within a defined period of time; or a Company enrolled in the RCEDC/RAMAC Living as a Leader program or the RCEDC CEO Roundtable;
- Working with one of the following Racine County partner organizations: RCEDC (loan recipient or engaged in an incentive agreement); Gateway Technical College training program; Racine Area Manufacturers and Commerce ("RAMAC") training; Wisconsin Women's Business Initiative Corporation ("WWBIC") loan recipient, class, training; Small Business Development Center ("SBDC") class, training, consulting; Independent

Consultant (deemed appropriate by RCEDC Staff and Loan Committee); RCEDC CEO Roundtable; and RCEDC/RAMAC Living as a Leader Program; and

- Current with all Racine County real estate taxes and certify that the company is current with all other financial obligations and taxes.

RCEDC staff reviews each of the applications received to ensure the applicant meets the eligibility criteria identified above and works with the applicant to complete an application. RCEDC staff makes a recommendation to the RCEDC Loan Committee for approval of the grant application.

III. Report

This report covers the period of January 1, 2018- June 30, 2018.

Program Accounting

2017 MGP Carry Forward	\$9,930
2018 MGP Allocation	\$50,000
Total Available for Grants in 2018	\$59,930
2018 YTD Grant Approvals	\$48,188
Total Remaining Available to Grant in 2018	\$11,742

Note: Applications pending total \$11,307.

2018 2nd Quarter Results (cumulative for 2018)

- \$48,188 in total grants approved
- 15 small businesses approved for MGP
- Approved grants included:
 - 6 Women Owned
 - 0 Racial/Ethnic Minorities
 - 5 Manufacturing
 - 1 participated in the Living as a Leader program
 - 7 participated in the CEO Roundtable program
- The 15 Small Businesses approved employ 357 full time equivalent employees
- The 20 Small Business were located:
 - Caledonia: 1
 - City of Racine: 9
 - Mount Pleasant: 2
 - Waterford: 1

- o Yorkville: 2

Also enclosed for the Boards information is the job reporting results for grants awarded in 2017.

IV. Request for Additional Funds

With the changes approved in 2018, it was anticipated that there may be a need for additional funds for this program. As mentioned within Section III (Report), RCEDC has approved \$48,188 in grants for this year and Staff has pending applications in hand for \$11,307. If these pending applications are approved, we will have less than \$400 remaining for the balance of the year. RCEDC respectfully requests that if funds are available, that the County considers the possibility of allocating additional financial resources to continue to support growing, small to mid-size businesses in Racine County.

**2018 MGP
2nd Quarter Results**

Company Name	Community	Primary Product/Service	MGP Grant Award	MGP Total Disburs.	MGP Partner	MGP Qualifier	Use of Funds	BLP Referral Source	MGP Application Job Count
A M I, Inc	Mount Pleasant	Computer & Office Equipment Wholesalers	\$ 1,700.00	\$ -	RCEDC	CEO Roundtable	CEO Roundtable	Laura Million, RCEDC	31
Bon Voyage Cruise & Vacations, Inc.	Village of Waterford	Travel Agency	\$ 5,000.00	\$ -	RCEDC	Women Owned	Action Coach	Karmin Garstecki, BLP	9
Clearcom, Inc.	Caledonia	Audio & Video Equipment Manufacturing	\$ 1,700.00	\$ -	RCEDC	CEO Roundtable	CEO Roundtable	Laura Million, RCEDC	25
Econoprint of Racine, Inc.	City of Racine	Commercial Printing	\$ 4,875.00	\$ -	RCEDC	Living as a Leader; CEO Roundtable	Living as a Leader; CEO Roundtable	Laura Million, RCEDC	13
FISCHER USA, Inc.	City of Racine	Handtool, Cutlery, & Flatware Manufacturing Previously Fischer Precise USA	\$ 1,700.00	\$ -	RCEDC	Manufacturer	CEO Roundtable	Laura Million, RCEDC	64
Kind Dentistry, LLC	Mount Pleasant	Oral Surgeon	\$ 3,000.00	\$ 2,500.00	Ind. Consultant	Women Owned	Training & Coaching	Jackie Zach, Action Coach	10
Marathon CC LLC dba CarpetsPlus	City of Racine	Flooring Store	\$ 5,000.00	\$ -	RAMAC	Women Owned	Blue Door Consulting	Jeff Molinski, CNH/RCEDC Board	5
Marini Manufacturing	City of Racine	Machine Shops	\$ 1,700.00	\$ -	RCEDC	Manufacturer	CEO Roundtable	Laura Million, RCEDC	25
Nimco Controls, Inc.	Yorkville	Industrial Equipment Wholesalers	\$ 5,000.00	\$ -	RCEDC	Manufacturer	Marketing	Carolyn Engel, BLP	12
Professional Federal Resumes dba Kristin Miannecki Career Services	City of Racine	Writer and Trainer for creating Resumes	\$ 1,000.00	\$ -	RCEDC	Women Owned	New logo assistance	Jeff Molinski, CNH/RCEDC Board	1
Racine County Eye LLC	City of Racine	Local News Coverage	\$ 5,000.00	\$ 2,463.95	RCEDC	Women Owned	New Marketing initiative for direct contact jobs.	Jackie Zach, Action Coach	3
Reliance Controls Corporation	City of Racine	Electrical Products Manufacturing	\$ 1,700.00	\$ -	RCEDC	Manufacturer	CEO Roundtable	Laura Million, RCEDC	41
Spee-Dee Packaging Machinery, Inc.	Yorkville	Material Handling Equipment Manufacturing	\$ 4,875.00	\$ 1,037.50	RCEDC	CEO Roundtable	CEO Roundtable & LAAL	Laura Million, RCEDC	62
Wisconsin Plating Works of Racine, Inc.	City of Racine	Fabricated Metal Product Manufacturing	\$ 4,137.50	\$ -	Ind. Consultant	Manufacturer	Marketing & Training	Maureen Bagg, Corporate Images	39
X-cite Child Care Center	City of Racine	Child Day Care Services	\$ 1,800.00	\$ -	RCEDC	Women Owned	Training & Education	Karmin Garstecki	17
TOTALS			\$ 48,187.50	\$ 6,001.45					357

2017 MGP Results

Company Name	Community	Primary Product/Service	MGP Grant Award	MGP Total Disburs.	MGP Partner	MGP Qualifier	Use of Funds	BLP Referral Source	Applic. Job Count	One Year Job Count
Yvonne B. Hart, D.D.S., S.C.	Mount Pleasant	General Dentist	\$ 2,500.00	\$ 2,500.00	Ind. Consultant	Women Owned	Consultant to assist with Marketing upgrades including new promotional materials and website upgrades.	Local company	3	4
#1 Transportation LLC	City of Racine	Special Needs Transportation	\$ 2,500.00	\$ 2,500.00	Ind. Consultant	Racial/Ethnic Minority; Women Owned	Develop marketing plan and materials to promote company as a regional transportation option	Kimberly Payne	6	Due 10/18
2 Swift Suits, LLC	City of Racine	On-Line Sales of Men's Apparel	\$ 1,091.00	\$ 1,079.56	SBDC	Racial/Ethnic Minority	Website Design and Logo, etc.	James McPhaul, SBDC	2	2
2 Swift Suits, LLC	City of Racine	On-Line Sales of Men's Apparel	\$ 500.00	\$ 498.99	SBDC	Racial/Ethnic Minority	Training on branding product, finding capital, protecting business and validating product, etc.	James, McPhaul, SBDC	1	Due 12/18
A M I, Inc	Mount Pleasant	Computer & Office Equipment Wholesalers	\$ 1,700.00	\$ 1,700.00	RCEDC	CEO Roundtable	CEO Roundtable	Previous Participant	20	31
Belle City Family Dentistry, S.C.	Mount Pleasant	General Dentist	\$ 2,500.00	\$ 766.99	Ind. Consultant	Women Owned	New online marketing strategies	O&H, Previous Participant	4	Due 9/28
Bon Bon Belle, Inc. dba Christy's Bon Bon Belle Bridal	Burlington	Bridal Shop	\$ 2,000.00	\$ 976.47	Ind. Consultant	Women Owned	Training	Jenny Trick; Janell Topczewski RCEDC/BLP	12	Due 11/22
Bon Voyage Cruise & Vacations, Inc.	Waterford	Travel Agency	\$ 2,500.00	\$ 2,500.00	RCEDC	Women Owned	Campaign to increase awareness of UG location	Previous Participant	9	Due 11/13
Cookinpellets.com	City of Racine	Other Grocery and Related Products Merchant Wholesalers	\$ 2,500.00	\$ 2,500.00	RCEDC	Women Owned	Consulting for blog posts and online marketing	RCEDC/BLP	4.5	Due 10/9
Cullen-Legois Manufacturing, Inc.	Sturtevant	Metalworking Machinery Manufacturing	\$ 2,500.00	\$ 1,750.00	RCEDC; SBDC	Manufacturer	Grant will be used for the setup and monthly search budget and management fees for TopSpot Search Marketing firm.	Thomas Van Gent, BLP	3.5	4
Delta Flexible Products, Inc.	City of Racine	Industrial Supply Wholesalers	\$ 2,500.00	\$ 2,500.00	SBDC	Manufacturer Recruit	Training for a new shipping system	Previous Participant	13	Due 11/13
Econoprint of Racine, Inc.	City of Racine	Commercial Printing	\$ 1,700.00	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	Manufacturer, CEO Roundtable	Previous Participant	13	13

2017 MGP Results

FISCHER USA, Inc.	City of Racine	Handtool, Cutlery, & Flatware Manufacturing Previously Fischer Precise USA	\$ 1,700.00	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	CEO Roundtable	Previous Participant	61	64
Hy-Safe Technology	Union Grove	Design, manufacture and install fall prevention protocols.	\$ 1,700.00	\$ 850.00	RCEDC	CEO Roundtable	CEO Roundtable	Previous Participant	30	26
Marini Manufacturing	City of Racine	Machine Shops	\$ 1,700.00	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	CEO Roundtable	Previous Participant	20	25
O & H Danish Bakery, Inc.	Mount Pleasant	Bakery Product Manufacturing	\$ 2,500.00	\$ 2,500.00	RCEDC	Living as a Leader; Manufacturer	Living as a Leader	Janie Koke	180	Due 9/28
Reliance Controls Corporation	City of Racine	Electrical Products Manufacturing	\$ 1,700.00	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	Manufacturer, CEO Roundtable	Previous Participant	37	41
Scantribution	City of Racine	Scanning Software for other Businesses	\$ 2,500.00	\$ 2,500.00	Other	Racial/Ethnic Minority; Women Owned	Planning, content reviews, app redesign/build/launch, quality assurance, social media integration, graphical designs and functionality developments, progressive web app and maintenance.	Previous Participant	1	1
Spee-Dee Packaging Machinery, Inc.	Yorkville	Material Handling Equipment Manufacturing	\$ 800.00	\$ 800.00	RCEDC	Manufacturer	Manufacturer, Update App to promote company to customers	Previous Participant	60	62
Spee-Dee Packaging Machinery, Inc.	Yorkville	Material Handling Equipment Manufacturing	\$ 1,700.00	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	Manufacturer, CEO Roundtable	Previous Participant	65	62
Wiscon Products, Inc.	Caledonia	Hardware & Fastener Manufacturing	\$ 2,500.00	\$ 2,500.00	RCEDC	Manufacturer	Training	Previous Participant	59	Due 11/22
TOTAL			\$ 41,291.00	\$ 36,922.01						

Note: Job Reporting is due one year after the Company receives the grant funds. For those that have not yet reached their reporting date, the date the job report is due is included in the cell rather than the job number.

REQUEST FOR COUNTY BOARD ACTION

Requestor/Originator: Finance

Committee/Individual Sponsoring: Finance & Human Resource Committee

Date Considered by Committee: 8/22/2018

Signature of Committee Chairperson/Designee: _____

Description: Fiscal notes for Second Reading:

Res 2018-44

Res 2018-50

Res 2018-51

Action:

<input type="checkbox"/>
<input type="checkbox"/>

Approve

Deny

<input type="checkbox"/>
<input type="checkbox"/>

Resolution

Report

<input type="checkbox"/>
<input type="checkbox"/>

1st Reading

1st & 2nd Reading

RESOLUTION NO. 2018-44

RESOLUTION BY THE GOVERNMENT SERVICES COMMITTEE AUTHORIZING THE ACCEPTANCE OF A NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION (NHTSA) GRANT IN THE AMOUNT OF \$4,000.00 FROM THE WISCONSIN DEPARTMENT OF TRANSPORTATION BUREAU OF TRANSPORTATION SAFETY (BOTS) FOR THE PURCHASE OF SAFETY EQUIPMENT

To the Honorable Members of the Racine County Board of Supervisors:

BE IT RESOLVED by the Racine County Board of Supervisors that the acceptance of a National Highway Traffic Safety Administration (NHTSA) Grant from the State of Wisconsin Department of Transportation Bureau of Transportation Safety (BOTS), for the purchase of safety equipment, in the amount of \$4,000.00 is authorized and approved.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the transfer within the Sheriff's Office – Grant 2018 budget as set forth in Exhibit "A" that is attached hereto is authorized and approved.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the execution of any agreements, applications or other documents necessary to secure said grant is authorized and approved.

Respectfully submitted,

Government Services Committee

1st Reading _____

2nd Reading _____

Janet Bernberg, Chairman

BOARD ACTION

Adopted _____

For _____

Against _____

Absent _____

Thomas Roanhouse, Vice-Chairman

Melissa Kaprelian-Becker, Secretary

VOTE REQUIRED: 2/3 M.E.

Prepared by:
Corporation Counsel

John A. Wisch

Scott Maier

Tom Kramer

Eric C. Hillery

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____

Vetoed: _____

Date: _____,

Jonathan Delagrave, County Executive

3 **INFORMATION ONLY**

4
5 **WHEREAS**, the Racine County Sheriff's Office applied for and has been notified of
6 the award of the Mobilization Equipment Grant from the NHTSA; and
7

8 **WHEREAS**, the grant, identified as the Mobilization Equipment Grant, has been
9 awarded to the Racine County Sheriff's Office for continued and successful participation in
10 traffic safety grant programs; and
11

12 **WHEREAS**, the Sheriff's Office intends to use the grant funds to purchase traffic
13 safety cones, traffic emergency signage and stands, LED traffic batons, and LED
14 penlights; and

15 **WHEREAS**, these new items will supplement existing equipment inventory and
16 further enhance the department's ability to provide scene safety and security with respect
17 to traffic related incidents; and
18

19 **WHEREAS**, a transfer of funds within the budget is necessary to replace the
20 expenditures.

2
3 RESOLUTION BY THE PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE TO
4 AUTHORIZE A 2018 EMERGENCY COUNTY BRIDGE AID PROJECT AND
5 APPROPRIATE FUNDING FROM THE RACINE COUNTY BRIDGE AID ACCOUNT
6

7 To the Honorable members of the Racine County Board of Supervisors:

8
9 BE IT RESOLVED by the Racine County Board of Supervisors that the Racine
10 County Board of Supervisors authorizes an Emergency County Bridge Aid Project for the
11 Town of Raymond; and
12

13 BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that
14 the funds available for County Bridge Aids are held in a separate account structure that
15 is administered by Racine County; and
16

17 BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that
18 there is an uncommitted remaining balance in the Bridge Aid Account available as set
19 forth in Exhibit "A", that is attached hereto, in 2018 for this project; and
20

21 BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that
22 the County Board Chairman, the County Clerk, and/or the County Executive are
23 authorized to sign any necessary documents or contracts to carry out the intent of this
24 resolution.
25

Respectfully submitted,

26
27 1st Reading _____

**PUBLIC WORKS, PARKS AND FACILITIES
COMMITTEE**

28
29 2nd Reading _____

30
31 BOARD ACTION

Robert D. Grove, Chairman

32 Adopted _____

33 For _____

Tom Hincz, Vice-Chairman

34 Against _____

35 Absent _____

36
37 VOTE REQUIRED: 2/3 M/E

Monte G. Osterman, Secretary

38
39 Prepared by:
40 Public Works and Development
41 Services Department

Mike Dawson

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43 _____
Nick Demske

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Fabi Maldonado

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48 Tom Kramer
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Resolution No. 2018-50
Page Two

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____
Vetoed: _____

Date: _____

Jonathan Delagrave, County Executive

INFORMATION ONLY

WHEREAS, the Racine County Department of Public Works and Development Services has received one (1) application from the Town of Raymond for emergency funding from the 2018 Racine County Bridge Aid Program; and

WHEREAS, only existing bridges or culverts, 36 inches or greater in diameter, will be eligible for funding in this program; and

WHEREAS, the funds available for County Bridge Aids are held in a separate account structure that is administered by Racine County to pay one-half of the replacement or repair of the bridge or culvert; and

WHEREAS, there is an uncommitted remaining balance of \$30,049.00 in the Bridge Aid Account available in 2018 for these projects; and

WHEREAS, no work may be done until an application for the project location has been submitted and approved by Racine County; and

WHEREAS, the Town of Raymond has submitted for approval, one (1) application with the location, size of current structure and size of replacement structure for the following project; and

WHEREAS, the project location and description is 8 Mile Road, two tenths of a mile west of 27th St on 8 Mile Road, 60 feet of 42 inch culvert, estimated project cost is \$10,000, bridge aid request is \$5,000.00; and

WHEREAS, the bridge aid request from the Town of Raymond is \$5,000.00, 50% of the estimated total costs of the submitted project; and

WHEREAS, upon completion of the work, the Town of Raymond must submit a detailed invoice to Racine County requesting the bridge aid share of one-half of the project costs; and

WHEREAS, all work must be completed within five (5) years.

EXHIBIT "A"

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
BRIDGE AID - BUDGET BOOK PAGE 24-9						
CAPITAL PROJECTS	460331.486000	30,049	0	(5,000)	25,049	(5,000)
	TOTAL SOURCES			<u>(5,000)</u>		
CAP PROJ-RAYMOND 8 MILE RD	460331.486000.BA183	0	0	5,000	5,000	5,000
	TOTAL USES			<u>5,000</u>		
				<u><u>0</u></u>		

FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.

REASONS

FOR

AGAINST

August 13, 2018

RESOLUTION NO. 2018-51

RESOLUTION BY THE PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE AUTHORIZING APPLICATION AND APPROVAL OF A STATE/MUNICIPAL AGREEMENT (SMA) BETWEEN RACINE COUNTY AND THE WISCONSIN DEPARTMENT OF TRANSPORTATION TO ACCEPT FINANCIAL ASSISTANCE THROUGH THE HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) FOR THE SAFETY IMPROVEMENT OF COUNTY TRUNK HIGHWAY (CTH) D, FROM WALWORTH COUNTY LINE TO STATE TRUNK HIGHWAY (STH) 20, IN THE VILLAGE OF ROCHESTER

To the Honorable Members of the Racine County Board of Supervisors:

BE IT RESOLVED by the Racine County Board of Supervisors that the County is authorized to enter into a State/Municipal Agreement for a State-Let Highway Project in the amount of \$281,061.00, as identified in Exhibit "A" that is attached hereto and incorporated herein; and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the County is responsible for \$32,606.00 in costs for the project; and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the Racine County Public Works Division, or their agent, is authorized to design and construct County Trunk Highway (CTH) D, from Walworth County Line to State Trunk Highway (STH) 20; and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that any two of the County Clerk, the County Executive and/or the County Board Chairman are authorized to execute any contracts, agreements or other documents necessary to carry out the intent of this resolution.

Respectfully submitted,

1st Reading _____

PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE

2nd Reading _____

BOARD ACTION

Robert D. Grove, Chairman

Adopted _____

For _____

Against _____

Absent _____

Tom Hincz, Vice-Chairman

VOTE REQUIRED: Majority

Monte G. Osterman, Secretary

Prepared by: Public Works and Development Services Department

Mike Dawson

3
4 _____
5 Nick Demske

6
7 _____
8 Fabi Maldonado

9
10 _____
11 Tom Kramer

12
13 The foregoing legislation adopted by the County Board of Supervisors of
14 Racine County, Wisconsin, is hereby:

15
16 Approved: _____

17 Vetoed: _____

18
19 Date: _____

20
21 _____
22 Jonathan Delagrave, County Executive

23
24 **INFORMATION ONLY**

25
26 **WHEREAS**, the grant is administered by the Wisconsin Department of
27 Transportation; and

28
29 **WHEREAS**, Racine County finds it necessary to improve the safety of CTH "D",
30 from Walworth County Line to State Trunk Highway (STH) 20 in the Village of Rochester;
31 and

32
33 **WHEREAS**, the amount of the SMA Grant of Federal Funds makes up 90% of the
34 estimated total project cost for design and construction; and

35
36 **WHEREAS**, the project requires local matching funds of 10% of the total project
37 cost; and

38
39 **WHEREAS**, a future year budget will cover the County share of design and
40 construction at an approximate cost of \$35,000.



**STATE/MUNICIPAL AGREEMENT
FOR A STATE- LET HIGHWAY
PROJECT**

Date: February 20, 2018
 I.D.: 3755-03-00/70
 Road Name: CTH D
 Limits: Walworth County Line to STH 20
 County: Racine
 Roadway Length: 5.76 Miles

The signatory Racine County, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: Corridor has been identified as High Risk Rural Road candidate. Issues include poor signage, obstacles in clear zone and inadequate pavement marking.

Proposed Improvement - Nature of work: Improvements identified in Corridor Safety Evaluation Summary to include, pavement marking, removing obstructions, updating and installing signs.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: A nominal amount is included to cover items in paragraph 4 (to be adjusted in the final plan).

TABLE 1: SUMMARY OF COSTS

Phase		Total Est. Cost	Federal/State Funds	%	Municipal Funds	%
Preliminary Engineering:						
Plan Development	1	\$ 42,436	\$ 38,192	90%	\$ 4,244	10%
Construction:						
Roadway	1	\$ 233,625	\$ 210,263	90%	\$ 23,363	10%
Non-Participating		\$ 5,000	\$ -	0%	\$ 5,000	100%
Total Cost Distribution		\$ 281,061	\$ 248,455		\$ 32,606	

1 Federal funding maximum of \$38,192 for Design, and \$210,263 for Construction
 Costs in excess of this amount shall be the responsibility of the Municipality.

This request is subject to the terms and conditions that follow (pages 2 – 4) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signed for and in behalf of Racine County (please sign in blue ink)		
Name	Title	Date
Signed for and in behalf of the State (please sign in blue ink)		
Name	Title SE Region Planning Chief	Date

TERMS AND CONDITIONS:

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceed Federal/State financing commitments or are ineligible for Federal/State financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table that show Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality. The costs listed in Table I: Summary of Costs are approximate costs unless otherwise noted. The Municipality will be responsible for actual costs incurred.
3. Funding of each project Phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or State transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter and bridge costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.
 - (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
4. Work necessary to complete the improvement to be financed entirely by the Municipality or other Utility or

Facility Owner includes the following items:

- (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and Bridge width in excess of standards.
 - (d) Construction inspection, staking and material testing and acceptance for construction of sanitary sewer and water main.
 - (e) Coordinate, clean up, and fund any hazardous materials encountered for city utility construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
5. As the work progresses, the Municipality will be billed for work completed which is not chargeable to Federal/State funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
 6. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
 7. The work will be administered by the State and may include items not eligible for Federal/State participation.
 8. The Municipality shall at its own cost and expense:
 - (a) Maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State and shall make ample provision for such maintenance each year. This agreement does not remove the current municipal maintenance responsibility.
 - (b) Maintain all items outside the travel lane along the project, to include but not limited to parking lanes, curb and gutter, drainage facilities, sidewalks, multi-use paths, retaining walls, pedestrian refuge islands, landscaping features and amenities funded by community sensitive solutions.
 - (c) Maintain and accept responsibility for the energy, operation, maintenance, repair and replacement of the lighting system.
 - (d) Prohibit angle parking.
 - (e) Regulate parking along the highway. The municipality will file a parking declaration with the state.
 - (f) Use the WisDOT Utility Accommodation Policy unless the Municipality adopts a policy which has equal or more restrictive controls.
 - (g) Provide complete plans, specifications and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions or claims resulting from the sanitary sewer and water system construction.
 - (h) Maintain all community sensitive solutions and/or enhancement funded items.
 - (i) Coordinate with the state on changes to highway access within the project limits.
 - (j) In cooperation with the state, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - (k) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, crosswalk pavement markings not at signalized intersections, etc).

9. Basis for local participation as specified in High Risk Rual Roads Program—(H.R.R.R.) Safety regulations: Participation is based on actual costs incurred, all costs listed in Table 1: Summary of Costs are approximate costs unless otherwise noted.
- (a) Funding for preliminary engineering: Design is funded with 90% Federal funding up to a maximum of \$38,192 when the Municipality agrees to provide the remaining 10% and any funds in excess of the federal funding maximum.
 - (b) Funding for construction: Construction is funded with 90% Federal funding up to a maximum of \$210,263 when the Municipality agrees to provide the remaining 10% and any funds in excess of the federal funding maximum.
 - (c) Funding for non-participating work including haul roads is funded 100% Municipal.

[END]

EXHIBIT "A"

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
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PUBLIC WORKS & DEVELOPMENT SERVICES

CTH D FROM WALWORTH COUNTY LINE TO STH 20 IS A 8.76 MILE LENGTH OF ROAD THAT HAS BEEN APPROVED TO RECEIVE A STATE SAFETY GRANT DESCRIBED IN THIS RESOLUTION

IF APPROVED, A FUTURE YEAR BUDGET WILL COVER THE COUNTY SHARE OF DESIGN AND CONSTRUCTION AT AN APPROXIMATE COST OF \$35,000. THE TOTAL PROJECT COST INCLUDING DESIGN AND CONSTRUCTION IS APPROXIMATELY \$281,000

FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.

REASONS

FOR

AGAINST
